

REGULAR COUNCIL MEETING

A G E N D A

TOWN OF CHINCOTEAGUE

July 2, 2007 - 7:30 P.M. - Council Chambers - Town Hall

CALL TO ORDER

INVOCATION BY COUNCILMAN HOWARD

PLEDGE OF ALLEGIANCE

OPEN FORUM / PUBLIC PARTICIPATION

AGENDA ADDITIONS/DELETIONS AND ADOPTION:

1. Consider Adoption of the Minutes
 - A) Regular Council Meeting of June 4, 2007 (Page 2 of 36)
 - B) Regular Council Meeting of June 21, 2007 (Page 10 of 36)
2. The Harbor Committee Report of June 13, 2007 (Councilman Howard) (Page 32 of 36)
3. The Public Works Committee Report of June 18, 2007 (Councilman Wolffe) (Page 33 of 36)
4. Accomack County Board of Supervisors Update (Honorable Wanda Thornton)
5. Waste Water report by Mr. David Rigby, Waste Water Management Inc.
6. Donation Request for the Youth Football League (Page 34 of 36)
7. Transient Occupancy Increase Implementation (Page 35 of 36)
8. Mayor & Council Announcements or Comments
(Note: Roberts Rules do not allow for discussion under comment period)
9. Closed Meeting in Accordance with Section 2.2-3711(A) (3) of the code of Virginia.
 - Land Acquisition

ADJOURN:

**MINUTES OF THE JUNE 4, 2007
CHINCOTEAGUE TOWN COUNCIL MEETING**

Council Members Present:

John H. Tarr, Mayor
Anita Speidel, Vice Mayor
Nancy B. Conklin, Councilwoman
Terry Howard, Councilman
Ellen W. Richardson, Councilwoman
E. David Ross, Councilman
Glenn B. Wolfe, Councilman

Call to Order

Mayor Tarr called the meeting to order at 7:35 p.m.

Invocation

Councilman Ross offered the invocation.

Pledge of Allegiance

Mayor Tarr led the Pledge of Allegiance.

Open Forum/Public Participation.

Mrs. Kelly Fox addressed the original intent of the ordinance regarding water disconnection policies. She also commented that the imposition of the trash fee along with the other proposed revenue increases would be a burden to many citizens of the Island.

Agenda Additions/Deletions and Adoption

Councilman Howard motioned, seconded by Councilwoman Richardson, to adopt the agenda as presented. The motion was unanimously approved.

1. Approval of the Minutes of the April 23, 24, May 7 and 17, 2007 Council Meetings.

Councilman Ross noted that he was not present at the May 7 meeting. Councilman Howard mentioned that in agenda item number four of the May 17 minutes, it is stated that Councilwoman Conklin both made and seconded the motion, when actually Councilwoman Richardson made the motion. Councilman Howard also mentioned that in the Open Forum/Public Participation section of the May 7 meeting where the Student Government addressed Council and the public, that the students should have been called 'young adults' instead of 'children'. Councilwoman Conklin motioned, seconded by Councilman Howard, to approve the minutes as amended. The motion was unanimously approved.

2. *Budget and Personnel Committee Report.*

Councilwoman Conklin reported on the May 15, 2007 meeting. Councilman Wolffe motioned, seconded by Councilwoman Richardson, to approve the minutes as presented. The motion was unanimously approved.

A) Changes in the Employee Handbook on EMS Job Descriptions:

- Emergency Medical Services Provider I
- Emergency Medical Services Provider II
- Emergency Medical Services Provider III
- Emergency Medical Services Supervisor

EMS Supervisor Rush explained the four job descriptions and that the two new positions have been included in the FY '08 budget. Councilman Wolffe motioned, seconded by Councilman Howard, to approve the above EMS job description changes to the Employee Handbook. The motion was unanimously approved.

B) Part-time Labor Position for Parks and Recreation – Public Works Director Cosby explained the need for the position and that the position has been included in the FY '08 budget. Councilman Howard motioned, seconded by Councilman Wolffe, to approve the new part-time labor position for parks and recreation. The motion was unanimously approved.

3. *Public Hearing – Fiscal Year (FY '08) Budget.*

Mayor Tarr opened the public hearing at 8:00 pm. Mayor Tarr asked Town Manager Ritter to explain the highlights of the proposed budget including any significant changes compared to last year's budget.

- Mrs. Dottie Troxler asked when the upgrade for the downtown bathrooms will occur. Public Works Director Cosby and Mayor Tarr responded that no bids were received on the project, but that the project will be re-advertised for bids.
- Councilman Wolffe asked if the Town was ready to bill the trash collection fee equitably to all property owners beginning July 1. He asked if the fee could be postponed for some time until staff was prepared to bill all owners equitably. Town Manager Ritter responded that the proposed trash collection fee could be delayed until accurate information could be gathered.
- Mayor Tarr commented that he thought the annual 3% water rate increase pertained to water rates only and not the availability fee. Town Manager Ritter interpreted the information differently and felt the availability fee should be included in the 3% increase in water rates.
- Councilman Howard commented that he thought that the Town should not increase a fee (town decals) just because Accomack County is increasing its fee or for fear that Accomack County will collect the difference in the fee if the Town doesn't.

The public hearing remained open to discuss agenda item number four below as it is directly related to the budget. Mayor Tarr then closed the public hearing on the budget at 8:40 pm after hearing no other comments regarding the budget or the excise tax as described below.

4. Public Hearing – Revised Chapter 54, Taxation, Article IV and Article V, Excise Tax (Transient Occupancy and Meals).

Mayor Tarr opened the public hearing at 8:59 pm. Town Manager Ritter explained that Town Attorney Poulson advised that the words ‘*Excise Tax*’ be used in Articles IV and V of Chapter 54 of the Town Code. Town Manager Ritter added that the revision basically just allows Council to establish the rates as necessary during the budget process. Town Attorney Poulson advised that regardless of the wording, Council must still hold a public hearing when there is a proposed tax increase.

- Mayor Tarr asked if Sec. 54-252 should include the words ‘*tourist homes*’. Town Attorney Poulson stated that tourist homes are included in the Town Code definition of “hotel”.

After hearing no public comment, Mayor Tarr closed the public hearing at 9:06 pm.

Councilwoman Conklin motioned, seconded by Councilwoman Richardson, to adopt the following amended Articles IV and V, Excise Tax (Transient Occupancy and Meals) of Town Code Chapter 54, Taxation. The motion was unanimously approved.

ARTICLE IV. EXCISE TAX (TRANSIENT OCCUPANCY)

Sec. 54-252. Levied and rate.

There is levied and imposed, in addition to all other taxes and fees of every kind imposed by law, on each and every transient a tax at a rate established by council each year on the total amount paid for room rental by or for any such transient to any hotel or travel campground.

Sec. 54-262. Allocation of funds.

Beginning July 1, 2007, subject to annual appropriation, an amount at a rate established by council each year on all revenues collected by the Town in accordance with this article shall be distributed to the Chincoteague Recreation and Convention Center Authority for the operation and maintenance of a community center as long as it functions as such.

ARTICLE V. EXCISE TAX (MEALS)

5. Public Hearing – Revised Chapter 58, Traffic and Vehicles, Article II, Sec. 58-46(a), Fee Levied.

Mayor Tarr opened the public hearing at 9:07 pm. Town Manager Ritter read the proposed change to the section. After hearing no comment, Mayor Tarr closed the public hearing at 9:08 pm.

Councilman Wolffe motioned, seconded by Councilman Ross, to adopt the following amended Article II, Town Vehicle License, Section 58-46(a) of Town Code Chapter 58, Traffic and Vehicles. The motion was unanimously approved.

ARTICLE II. TOWN VEHICLE LICENSE

Sec. 58-46. Fee levied; amount and exemption from fee.

(a) There is hereby levied an annual license fee at a rate established by council each year upon motor vehicles licensed within the town, except as may be provided in this Article or the Code of Virginia. In addition, there is hereby levied an annual license fee at a rate established by council each year upon trailers and semi-trailers licensed within the town, except as may be provided in this Article or the Code of Virginia.

6. Public Hearing – Proposed Town Ordinance, Chapter 46, Solid Waste, Article I, Division 2, Billing and Other Charges.

Mayor Tarr opened the public hearing at 9:09 pm. Town Manager Ritter read the proposed ordinance.

- Mrs. Peggy Thomas asked how the billing of solid waste will be handled if the commercial establishment disposes of its own trash. Mayor Tarr responded that it will not affect those types of establishments.
- Councilman Wolffe asked how the fee collection will be enforced. Town Manager Ritter suggested that a lien could be placed against the delinquent customer's property.

Mayor Tarr closed the public hearing at 9:16 pm after hearing no further comments.

Councilman Wolffe motioned, seconded by Councilwoman Richardson, to adopt the following ordinance, Chapter 46, Solid Waste.

Chapter 46

SOLID WASTE

ARTICLE I. IN GENERAL

DIVISION 1. GENERALLY

- | | |
|---------------------|--|
| Sec. 46-1. | Definitions. |
| Sec. 46-2. | Accumulations on property. |
| Sec. 46-3. | Deposits on sidewalks, streets, lanes, alleys. |
| Secs. 46-4 – 46-15. | Reserved. |

DIVISION 2. FEES AND BILLING

Sec. 46-16. Solid Waste Collection Fees.

The Town Council shall designate certain reasonable weekly rates to be paid for the collection of solid waste, which weekly rates shall be set each year at the time of

establishing the annual budget, and which weekly rates shall apply for that year. The Town manager shall bill residents and commercial businesses in accordance with the weekly rates established by the council and shall be in charge of collecting these charges.

Sec. 46-17. Billing and Other Charges.

(a) All habitable dwelling units shall be assessed per parcel and charged to the property owner and not the tenant(s) of each parcel.

(b) All solid waste will be billed quarterly and shall be delinquent 30 days after the billing date, with an applicable interest per month charge.

Secs. 46-18 – 46-30. Reserved.

7. Adoption of the State Motor Vehicle Code.

Councilwoman Conklin motioned, seconded by Councilwoman Richardson, to re-adopt Title 46.2 and §18.2-266 et seq. of the Code of Virginia and Section 58-2 of the Town Code as follows. The motion was unanimously approved.

Sec. 58-2. Adoption of state law; former provisions.

(a) Pursuant to the authority of Code of Virginia, § 46.2-1313, all of the provisions and requirements of the laws of the Commonwealth contained in Code of Virginia, title 46.2 and in Code of Virginia, § 18.2-266 et seq. in effect, July 1, 2007, except those provisions which are contained elsewhere in this chapter and except those provisions and requirements the violation of which constitute a felony and except those provisions and requirements which by their very nature can have no application to or within the town, are adopted and incorporated in this chapter by reference and made applicable within the town. References to “highways of the state” contained in such provisions and requirements adopted in this subsection shall be deemed to refer to the streets, highways and other public ways within the town. Such provisions and requirements hereby adopted, mutatis mutandis, are made a part of this chapter as fully as though set forth at length in this chapter, and it shall be unlawful for any person within the town to violate or fail, neglect or refuse to comply with any provision of Code of Virginia, title 46.2 or of Code of Virginia, § 18.2-266 et seq., which is adopted by this section, provided that in no event shall the penalty imposed for the violation of any provision or requirement hereby adopted exceed the penalty imposed for a similar offense under Code of Virginia, title 46.2 or under Code of Virginia, § 18.2-266 et seq.

(b) The provisions of this section, as re-adopted, shall be effective as of 12:01 am, July 1, 2007. As of such effective date, such re-adoption shall replace former section 58-2 as it existed prior to the effective date of re-adoption, provided that such repeal shall not affect any act or offense done or committed or any penalty or forfeiture incurred or any right established or suit or action pending on that day. Except as otherwise provided, neither the repeal of section 58-2 nor the enactment of this re-adoption shall apply to

offenses committed prior to the effective date of this section, and prosecution for such offense shall be governed by prior law, which is continued in effect for that purpose. (Code 1977, § 11-1; Ord. of 6-21-2001; Readopted 6-3-02, 6-2-03, 7-6-04, 6-16-05, 6-15-06, 6-4-07)

8. Sending Proposed Zoning Change as to Condos, Townhouses and Multi-Family Dwellings to the Planning Commission for Consideration.

Town Planner Anderson explained that staff recommends that condos, townhouses and multi-family dwellings in both the C-1 and C-2 districts be allowed only as a conditional use and not as a use permitted by right.

Councilwoman Conklin motioned, seconded by Councilwoman Richardson, that, giving consideration to the public necessity, convenience, general welfare, and good zoning practices, the following proposed amendments to the Town of Chincoteague's Zoning Ordinance be referred to the Town Planning Commission pursuant to Section 15.2-2285 for the recommendations, such recommendations to be made only after Notice and Public Hearing in accordance with Section 15.2-2204.

The Planning Commission shall report its recommendations with any explanatory materials within ninety (90) days of its first meeting to consider the proposed amendments.

Repeal	Sec. 4.1.30. Townhouse
Repeal	Sec. 4.1.31. Condominiums
Repeal	Sec. 4.1.34. Multi-family dwelling
Repeal	Sec. 4.4.42. Townhouse
Repeal	Sec. 4.4.43. Condominiums
Repeal	Sec. 4.4.46. Multi-family dwelling

All such Sections shall be "Reserved".

Amend Sec. 4.1.40 to read as follows:

Sec. 4.1.40. Any parcel which is located in two or more zoning districts may, at the property owner's request, apply the permitted usages of the district in which a majority of the parcel is located to the entire parcel, so long as it remains a part of the original lot.

Area and setback requirements for 4.1.28, 4.1.29, 4.1.32, 4.1.33, 4.1.35, 4.1.36, 4.1.37, and 4.1.38, or any townhouse, condominium, or multi-family dwelling development permitted pursuant to a conditional use permit by the Town Council, shall use R-3 area regulations.

Alternative Second Paragraph

Area and setback requirements for 4.1.28, 4.1.29, 4.1.32, 4.1.33, 4.1.35, 4.1.36, 4.1.37, and 4.1.38 shall use R-3 area regulations. Any townhouse, condominium, or multi-family dwelling development permitted pursuant to a conditional use permit by the Town Council shall be subject to such area and setback requirements as shall be required and provided for in said conditional use permit.

Amend Sec. 4.3.1 as follows:

Sec. 4.3.1. Lot size. No minimum lot size for permitted uses shall be required except as noted under 4.1.40.

Amend Sec. 4.6.1 to read as follows:

Sec. 4.6.1. Lot size. No minimum lot size for permitted uses shall be required, with the exception that all residential uses permitted as a matter of right shall comply with R-3 requirements. Any townhouse, condominium, or multi-family dwelling development permitted pursuant to a conditional use permit by the Town Council shall be subject to such area and setback requirements as shall be required and provided for in said conditional use permit.

No such repeal shall affect any existing zoning and/or subdivision approval and/or any pending substantial bonafide working application for any such approval.

Any such amendments shall be effective upon adoption by the Town Council and approval by the Mayor.

The motion was unanimously approved.

9. Mayor and Council Announcements or Comments.

- Councilman Howard commented on recycling on the Island. He also asked whether the Town can do anything about the current condition of the house on the corner of Bunting Road and Lekites Drive. Vice Mayor Speidel responded that the Recreation and Community Enhancement Committee was currently reviewing similar situations on the Island for possible solutions.
- Councilman Wolffe asked if Council will be advised of the changes to the water policy as mentioned during public participation. Mayor Tarr asked that the matter be sent back to the Ordinance Committee and to the Public Works Committee for review with a recommendation from the committees returned to Council for consideration.

10. Closed Meeting in Accordance with Section 2.2-3711(A)(1 and 10) of the Code of Virginia for Discussion of Personnel Matters and Special Awards (Scholarship).

Councilwoman Conklin motioned, seconded by Vice Mayor Speidel, to convene a closed meeting under Section 2.2-3711(A)(1 and 10) of the Code of Virginia to discuss personnel matters and special awards (scholarship). The motion was unanimously approved.

Councilwoman Conklin motioned, seconded by Councilwoman Richardson, to reconvene in regular session. The motion was unanimously approved.

Councilman Howard motioned, seconded by Councilwoman Richardson, to adopt a resolution of certification of the closed meeting.

WHEREAS, the Chincoteague Town Council has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711(A)(1) of the Code of Virginia requires a certification by this Town Council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Chincoteague Town Council hereby certifies that to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Town Council.

VOTE: Ayes- Conklin, Howard, Richardson, Ross, Speidel, Wolffe

Nays- None

Absent- None

Adjournment of Meeting

Mayor Tarr announced that the next meeting will be on June 21, 2007 at 7:30 pm.

Councilman Wolffe motioned, seconded by Vice Mayor Speidel, to adjourn the meeting. The motion was unanimously approved.

Mayor

Town Manager

MINUTES OF THE JUNE 21, 2007
CHINCOTEAGUE TOWN COUNCIL MEETING

Council Members Present:

John H. Tarr, Mayor
Anita Speidel, Vice Mayor
Nancy B. Conklin, Councilwoman
Terry Howard, Councilman
Ellen W. Richardson, Councilwoman
E. David Ross, Councilman
Glenn B. Wolffe, Councilman

Call to Order

Mayor Tarr called the meeting to order at 7:36 pm.

Invocation

Councilman Howard offered the invocation.

Pledge of Allegiance

Mayor Tarr led the Pledge of Allegiance.

Open Forum/Public Participation

- Mrs. Leslie Tyndall and Mrs. Mandy Betts requested a donation from the Town to start up a youth football league on the Island for children from ages seven through thirteen. Mayor Tarr asked that the request be placed on the July 2 Council meeting agenda for consideration.
- Mr. John Nelson Jester stated the importance of the Law Enforcement Officers (LEO) Retirement Program and requested that the program be approved by Council.

Agenda Additions/Deletions and Adoption

Councilwoman Conklin motioned, seconded by Councilman Howard, to adopt the agenda as presented. The motion was unanimously approved.

1. Public Hearing – Increase of Excise Tax (Transient Occupancy) from 2% to 3%.

- 1% increase in Excise Tax (Transient Occupancy)
- 17% of total Excise Tax (Transient Occupancy) collected to be distributed to the Chincoteague Recreation and Convention Center Authority

Mayor Tarr opened the public hearing at 7:49 pm. After hearing no public comment, Mayor Tarr closed the public hearing at 7:50 pm.

Councilman Wolffe motioned, seconded by Councilman Howard, to approve the 1% increase in the Excise Tax (Transient Occupancy) and to distribute 17% of the total Excise Tax collected by the Town to the Chincoteague Recreation and Convention Center Authority. The motion was unanimously approved.

2. ***Adoption of Fiscal Year 2008 Budget, Consisting of:***

• Revenues for all Divisions	• Total Main Street Fund Expenses
• General Government Fund Expenses	• Mosquito Division Expenses
• General Government Rate Schedule	• Trolley Division Expenses
• Water Division Expenses	• Harbor Division Expenses
• Water Rate Schedule	• Harbor Rate Schedule

Councilman Wolffe motioned, seconded by Councilwoman Conklin, to adopt the following budget for fiscal year 2008 and to appropriate the funds for disbursement.

Councilman Howard made a motion to amend the previous motion by not including the \$4-increase in the motor vehicle decal fee and to take the difference out of the amount of money to be deposited in the reserve fund. There was no second to the motion; therefore, the motion was defeated.

Mayor Tarr stated that in this case, the original motion shall be acted upon. The motion to adopt the following budget for fiscal year 2008 and to appropriate the funds for disbursement was unanimously approved.

Town of
Chincoteague
FY'08
Budget
Revenues

<u>Revenue Name</u>	<u>Number</u>	<u>Budgeted</u>
Fund 10 - General Government		
Real Estate Tax Levy	4001-0100	\$ 475,000.00
Tangible Property Tax Levy	4001-0125	\$ 335,000.00
Delinquent Tax Collection, Int. & Pen.	4001-0130	\$ 30,000.00
Meals Tax	4001-0500	\$ 425,000.00
Bank Franchise Tax	4001-0600	\$ 57,000.00
Sales Tax	4010-0100	\$ 120,000.00
Business License	4010-0200	\$ 100,000.00
Motor Vehicle License	4010-0300	\$ 83,347.00
Utilities Tax	4010-0500	\$ 335,680.00
Transient Occupancy Tax	4010-0600	\$ 532,500.00
Fines	4015-0100	\$ 36,000.00
Interest on Savings	4020-0100	\$ 80,000.00
		\$
Banner Donations	4041-0100	-
Cemetery Cleanup Donations	4041-0150	\$ 1,000.00
User Fees	4041-0200	\$ 25,000.00
Building Permits	4041-0500	\$ 60,000.00

Zoning Advertisements	4041-0600	\$ 5,000.00
Grants/Litter	4045-0100	\$ 2,100.00
Sale of Capital Assets	4049-0100	\$ 500.00
ABC Profits	4051-0100	\$ 5,200.00
Optimum Choice-Retirees Spouse	4051-0200	\$ 23,000.00
VA Fire Programs	4051-0300	\$ 10,000.00
Revenue Sharing - USFWS	4061-0100	\$ 4,000.00
Harbor Administration	4061-0105	\$ 7,000.00
Rental Income - Trolley	4061-0106	\$ 12,000.00
Recovered Cost from Water	4101-0200	\$ 123,720.00
Public Works Miscellaneous	4201-0100	\$ 10,000.00
Miscellaneous Income	4303-0100	\$ 10,000.00
Tipping Fee Refund - County	4303-0300	\$ 74,000.00
Solid Waste Collection Fee	4303-0400	\$ 110,500.00
Law Enforcement Funds	4401-0100	\$ 127,380.00
Police Donations/Grants	4401-0150	\$ 20,000.00
911 Dispatch Revenue	4401-0200	\$ 15,000.00
VDOT Maintenance Funds	4501-0100	\$ 504,169.00
Road Permit Fees	4501-0101	\$ 750.00
DMV Agency Compensation	4501-0103	\$ 16,250.00
VA Commission for the Arts - Grant	4545-0140	\$ 5,000.00
Transfer from Boat Ramp Repair Reserve	4701-0400	\$ 63,000.00
Transfer from Property Acq. Reserve	4701-1200	\$ 35,737.00
Transfer from Mosquito Control	4940-8900	\$ 18,100.00

Total Fund 10		\$3,897,933.00
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Fund 20 - Main Street Project

Program Income	4501-0100	\$ 15,000.00
TEA-21 Grant	4501-0115	\$ 429,290.00
Loan Repayment	4501-0200	\$ 3,920.00
Transfer from General Fund	4501-8900	\$ 98,737.00

Total Fund 20		\$ 546,947.00
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Fund 30 - Curtis Merritt Harbor

Interest on Harbor Savings	4031-0100	\$ 4,500.00
Harbor Rent	4031-1000	\$ 42,823.00
Rent New Slips (Restroom)	4031-1001	\$ 9,500.00
Subleases	4031-1002	\$ 15,000.00
Dry/Winter Storage	4031-1003	\$ 1,000.00
Loading Dock	4031-1005	\$ 2,628.00
Transfer from Long Term Replacement	4031-1050	\$ 200,000.00

Total Fund 30		\$ 275,451.00
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Fund 40 - Mosquito Control

Revenue	4001-0100	\$ 143,000.00
Interest Income	4020-0100	\$ 8,000.00
Transfer from Mos. Ctrl. Savings	4701-0600	\$ 50,759.00
Total Fund 40		\$ 201,759.00

Fund 70 - Trolley

Trolley Grants	4501-0100	\$ 63,000.00
Program Income	4501-0110	\$ 7,500.00
Transfer from General Fund	4501-8900	\$ 20,000.00
Total Fund 70		\$ 90,500.00

Fund 80 - Water

Water Rent	4101-0100	\$ 820,000.00
Water Adjustments	4101-2200	\$ (500.00)
Waterline Extensions	4130-0100	\$ 25,000.00
Service Connections	4131-0200	\$ 17,000.00
Interest on Water Savings	4131-0300	\$ 6,350.00
Miscellaneous	4131-0400	\$ 500.00
Availability Fees	4131-0500	\$ 105,253.00
Transfer from Water Reserve	4701-0700	\$ 20,000.00
Total Fund 80		\$ 993,603.00

TOTAL ALL FUNDS

\$6,006,193.00

Town of		
Chincoteague		
FY'08 Budget		
Expenditures		
<u>Expenditure Name</u>	<u>Number</u>	<u>Budgeted</u>
FUND 10 - General Fund		
Fund 10 - General Fund/Department 50 - General Government		
<u>Salaries</u>		
Mayor	5010-0101	\$ 4,800.00
Council	5010-0102	\$ 23,040.00
Town Office Staff	5010-1001	\$ 343,738.00

Emergency Medical Staff	5010-1002	\$ 188,722.00
Overtime	5010-1003	\$ 19,000.00
Subtotal		\$ 579,300.00
<u>Benefits</u>		
Social Security	5020-2001	\$ 44,300.00
Hospitalization	5020-2101	\$ 57,000.00
Blood Bank	5020-2102	\$ 100.00
Unemployment - All Employees	5020-2103	\$ 5,000.00
Retirement	5020-2201	\$ 30,750.00
Life Insurance	5020-2202	\$ 2,300.00
Subtotal		\$ 139,450.00
<u>Expenses</u>		
Bank Charges	5030-3100	\$ 750.00
Building Administrator Expense	5030-3101	\$ 100.00
Cleaning	5030-3102	\$ 9,000.00
Planning Commission	5030-3103	\$ 50.00
Board of Zoning Appeals	5030-3104	\$ 50.00
Building Permit Surcharge	5030-3105	\$ 1,050.00
Board of Building Code Appeal	5030-3106	\$ 25.00
Emergency Medical Clothing	5030-3107	\$ 3,000.00
EMS Cell Allowance	5030-3108	\$ 1,500.00
Insurance	5030-3401	\$ 82,000.00
Auditing	5030-3501	\$ 15,000.00
Donations	5030-3601	\$ 21,000.00
Transfer to Civic Center (TOTAX - 17%)	5030-3701	\$ 90,525.00
Tourism - 5% Chamber & 5% Civic Center	5030-3705	\$ 42,000.00
ANPDC Membership	5030-4030	\$ 7,000.00
Scholarship	5030-4301	\$ 1,000.00
Office Supplies/Publications	5030-4401	\$ 10,000.00
Office Equipment/Software Maintenance	5030-4402	\$ 20,000.00
Postage	5030-4403	\$ 10,000.00
Tax Bills & Conversion	5030-4404	\$ 750.00
Motor Vehicle License	5030-4501	\$ 2,100.00
Gasoline/Diesel	5030-4701	\$ 16,650.00
Travel & Training	5030-4801	\$ 3,800.00
Mayor's Expense	5030-4901	\$ 300.00
Council's Expense	5030-4902	\$ 500.00

Town Manager's Expense	5030-4903	\$ 250.00
Attorney/Legal Consultants	5030-5101	\$ 46,000.00
Drug/Alcohol Testing	5030-5201	\$ 1,300.00
Christmas Dinner	5030-5501	\$ 4,000.00
Dues	5030-6101	\$ 3,000.00
VML Conference	5030-6102	\$ 1,000.00
Advertising & Website	5030-7101	\$ 12,000.00
Building Maintenance	5030-7301	\$ 3,000.00
Electricity	5030-7401	\$ 14,500.00
Heating Oil	5030-7402	\$ 5,200.00
VA Fire Programs/CVFC	5030-7601	\$ 10,000.00
EOC Operations/Training	5030-7602	\$ 1,000.00
Special Projects	5030-7701	\$ 7,500.00
Pony Penning Expense	5030-7702	\$ 5,000.00
Deer De-Pop Program	5030-7703	\$ 8,000.00
Telephone Bills	5030-8202	\$ 13,000.00
Optimum Choice - Retirees	5030-8401	\$ 42,500.00
Insurance-Ret Spouses & Others	5030-8402	\$ 23,000.00
Miscellaneous	5030-8501	\$ 5,000.00
Cemetery Cleanup	5030-8600	\$ 1,500.00
Va Commission for the Arts	5030-8700	\$ 10,000.00
Transfer to Main Street Project	5030-8800	\$ 98,737.00
Transfer to Trolley Fund	5030-8900	\$ 20,000.00
Transfer to Reserve	5030-8910	\$ 88,174.00
Subtotal		\$ 761,811.00
<u>Capital Improvements</u>		
Property Acquisition Reserve	5090-9704	\$ 25,000.00
Office Equipment	5090-9709	\$ 10,000.00
Bond - School Board Property	5090-9740	\$ 76,442.00
Planning Consultants	5090-9750	\$ 7,000.00
Subtotal		\$ 118,442.00
Subtotal Fund 10 Department 50		\$1,599,003.00
Fund 10 - General Fund/Department 60 - Public Works Administration		
<u>Salaries</u>		
Salaries	6010-1001	\$ 46,450.00

Overtime	6010-1003	\$ 500.00
Subtotal		\$ 46,950.00
<u>Benefits</u>		
Social Security	6020-2001	\$ 3,592.00
Hospitalization	6020-2101	\$ 6,698.00
Retirement	6020-2201	\$ 3,127.00
Life Insurance	6020-2202	\$ 230.00
Subtotal		\$ 13,647.00
<u>Expenses</u>		
Office Supplies & Equipment	6030-4401	\$ 1,000.00
Gasoline/Diesel	6030-4701	\$ 21,994.00
Oil/Grease	6030-4703	\$ 1,500.00
Tools Shop	6030-4704	\$ 1,500.00
Travel/Training	6030-4801	\$ 750.00
Building Maintenance	6030-7301	\$ 1,000.00
Equipment Repairs	6030-7302	\$ 10,000.00
Safety	6030-7303	\$ 500.00
Vehicle PMs	6030-7304	\$ 500.00
Tires	6030-7305	\$ 2,000.00
Garage Supplies	6030-7306	\$ 2,000.00
Vehicle Repairs	6030-7307	\$ 3,000.00
Electricity	6030-7401	\$ 7,500.00
LP Gas	6030-7402	\$ 1,500.00
Sundry	6030-8501	\$ 200.00
Subtotal		\$ 54,944.00
Subtotal Fund 10 Department 60		\$ 115,541.00
Fund 10 - General Fund/Department 63 - Public Works Facilities		
<u>Salaries</u>		
Salaries	6310-1001	\$ 219,578.00
Overtime	6310-1003	\$ 2,000.00
Subtotal		\$ 221,578.00
<u>Benefits</u>		
Social Security	6320-2001	\$ 16,800.00

Hospitalization	6320-2101	\$ 36,651.00
Retirement	6320-2201	\$ 12,539.00
Life Insurance	6320-2202	\$ 921.00
Subtotal		\$ 66,911.00
<u>Expenses</u>		
Seasonal Decorations & Banners	6330-4100	\$ 2,500.00
Street Maintenance	6330-4101	\$ 1,000.00
Street Signs/911	6330-4202	\$ 2,500.00
Tipping Fees	6330-4650	\$ 1,200.00
Tools	6330-4704	\$ 500.00
Mowers/Trimmers	6330-4708	\$ 500.00
Uniforms	6330-5202	\$ 6,132.00
Sanitation Service Contract	6330-6201	\$ 360,000.00
Other Facilities Expense	6330-6202	\$ 1,200.00
Public Restroom Supplies	6330-6260	\$ 2,000.00
Equipment Repairs	6330-7302	\$ 500.00
Electricity	6330-7401	\$ 3,500.00
Street Lights	6330-7450	\$ 59,000.00
Sundry	6330-8501	\$ 200.00
Park & Recreation Expense	6330-8590	\$ 3,000.00
Vandalism Repairs	6330-8600	\$ 3,000.00
Subtotal		\$ 46,732.00
<u>Capital Improvements</u>		
Drainage	6390-9105	\$ 20,000.00
Playground Equipment Reserve	6390-9200	\$ 20,000.00
Base Mapping/GIS System	6390-9846	\$ 500.00
Street Sweeper Payment	6390-9870	\$ 28,167.00
Sewage Treatment Study	6390-9880	\$ 20,000.00
Subtotal		\$ 88,667.00
Subtotal Fund 10 Department 63		\$ 823,888.00
Fund 10 - General Fund/Department 65 - Public Works Roads		
<u>Salaries</u>		
Salaries	6510-1001	\$ 59,973.00
Overtime	6510-1003	\$ 2,000.00

Subtotal		\$ 61,973.00
<u>Benefits</u>		
Social Security	6520-2001	\$ 4,727.00
Hospitalization	6520-2101	\$ 9,338.00
Retirement	6520-2201	\$ 4,115.00
Life Insurance	6520-2202	\$ 304.00
Subtotal		\$ 18,484.00
<u>Expenses</u>		
Street Maintenance	6530-4101	\$ 8,512.00
Snow Removal	6530-4102	\$ 2,000.00
Maintenance Coatings/Replacement	6530-4150	\$ 325,000.00
Sidewalks & Gutters	6530-4201	\$ 30,000.00
Signs/Traffic Control	6530-4202	\$ 23,000.00
Roadside Structures	6530-4250	\$ 5,000.00
Tools/Small Equipment	6530-4704	\$ 1,500.00
Equipment Expense	6530-4705	\$ 8,000.00
Drainage Maintenance	6530-6250	\$ 3,000.00
Weed Control	6530-6301	\$ 2,000.00
Equipment Rental	6530-7001	\$ 1,000.00
Work Zone Safety	6530-7303	\$ 1,000.00
Electricity	6530-7450	\$ 13,700.00
Subtotal		\$ 423,712.00
Subtotal Fund 10 Department 65		\$ 504,169.00
Fund 10 - General Fund/Department 70 - Police Department		
<u>Salaries</u>		
Salaries	7010-1001	\$ 410,000.00
Overtime	7010-1003	\$ 8,000.00
Subtotal		\$ 418,000.00
<u>Benefits</u>		
Social Security	7020-2001	\$ 31,900.00
Hospitalization	7020-2101	\$ 33,000.00
Retirement	7020-2201	\$ 27,000.00
Life Insurance	7020-2202	\$ 1,800.00

Subtotal		\$ 93,700.00
<u>Expenses</u>		
Gasoline	7030-4701	\$ 17,000.00
Travel/Training	7030-4801	\$ 8,500.00
Uniform Allowance (Officers)	7030-5201	\$ 6,500.00
Uniforms - Town	7030-5202	\$ 1,500.00
Police Conference	7030-6102	\$ 400.00
Photography	7030-7201	\$ 300.00
Office Supplies/Equipment Maintenance	7030-7300	\$ 4,000.00
Equipment Repairs & Supplies	7030-7302	\$ 3,000.00
Vehicle Maintenance	7030-7304	\$ 5,000.00
Drug Enforcement	7030-7901	\$ 5,000.00
Academy Dues	7030-7903	\$ 3,700.00
Bicycle Patrol	7030-7904	\$ 200.00
Community/Youth Programs	7030-7905	\$ 2,000.00
Grant Funded Expenditures	7030-7906	\$ 5,000.00
Ammunition	7030-7907	\$ 1,400.00
Police Drug Dog	7030-7908	\$ 4,500.00
Cell Phone Allowance	7030-8203	\$ 3,600.00
Sundry	7030-8501	\$ 1,200.00
Subtotal		\$ 72,800.00
<u>Capital Improvements</u>		
Patrol Vehicle	7090-9650	\$ 26,750.00
Criminal Live Scan System	7090-9670	\$ 14,000.00
Subtotal		\$ 40,750.00
Subtotal Fund 10 Department 70		\$ 625,250.00
Fund 10 - General Fund/Department 75 - Emergency Dispatch		
<u>Salaries</u>		
Salaries	7510-1001	\$ 160,000.00
Overtime	7510-1003	\$ 1,500.00
Subtotal		\$ 161,500.00
<u>Benefits</u>		
Social Security	7520-2001	\$ 13,274.00

Hospitalization	7520-2101	\$ 16,608.00
Retirement	7520-2201	\$ 6,000.00
Life Insurance	7520-2202	\$ 500.00
Subtotal		\$ 36,382.00
<u>Expenses</u>		
Travel/Training	7530-4801	\$ 1,500.00
Uniform Allowance - Dispatchers	7530-5201	\$ 1,400.00
Uniforms (Town for Dispatchers)	7530-5202	\$ 500.00
Office Supplies/Equipment Maintenance	7530-7300	\$ 12,000.00
E911 Line Fees	7530-8202	\$ 6,000.00
911 Addressing	7530-8203	\$ 600.00
Sundry	7530-8501	\$ 200.00
Subtotal		\$ 22,200.00
<u>Capital Improvements</u>		
911 Equipment Reserve	7590-9270	\$ 10,000.00
Subtotal		\$ 10,000.00
Subtotal Fund 10 Department 75		\$ 230,082.00
Total Fund 10		\$3,897,933.00
Fund 20 - Main Street Project		
<u>Expenses</u>		
Maintenance	2030-7101	\$ 9,000.00
Electricity	2030-7401	\$ 6,000.00
Transfer to Loan Pool	2030-7601	\$ 3,920.00
Subtotal		\$ 18,920.00
<u>Capital Improvements</u>		
Main Street Project	2090-9711	\$ 528,027.00
Subtotal		\$ 528,027.00
Total Fund 20		\$ 546,947.00
Fund 30 - Curtis Merritt Harbor		

<u>Salaries</u>		
Salaries	8010-1001	\$ 27,144.00
Overtime	8010-1003	\$ 200.00
Subtotal		\$ 27,344.00
<u>Benefits</u>		
Social Security	8030-2001	\$ 2,075.00
Hospitalization	8020-2101	\$ 4,152.00
Retirement	8020-2201	\$ 1,810.00
Life Insurance	8030-2202	\$ 135.00
Subtotal		\$ 8,172.00
<u>Expenses</u>		
Administrative Expense - Town	8030-3100	\$ 7,000.00
Operation/Maintenance/Etc.	8030-7300	\$ 15,000.00
Sundry	8030-8501	\$ 1,000.00
Subtotal		\$ 23,000.00
<u>Capital Improvements</u>		
Long Term Replacement Reserve	8090-9125	\$ 16,935.00
CMH Replacement Project	8090-9126	\$ 200,000.00
Subtotal		\$ 216,935.00
Total Fund 30		\$ 275,451.00
Fund 40 - Mosquito Control		
<u>Salaries</u>		
Salaries	8510-1001	\$ 47,477.00
Overtime	8510-1003	\$ 377.00
Subtotal		\$ 47,854.00
<u>Benefits</u>		
Social Security	8520-2001	\$ 3,661.00
Hospitalization	8520-2101	\$ 1,217.00
Retirement	8520-2201	\$ 513.00
Life Insurance	8520-2202	\$ 38.00
Subtotal		\$ 5,429.00

<u>Expenses</u>		
Insurance	8530-3401	\$ 8,100.00
Office Supplies	8530-4401	\$ 200.00
Gasoline	8530-4701	\$ 2,875.00
Tools & Small Equipment	8530-4704	\$ 1,000.00
Chemicals	8530-4705	\$ 30,501.00
Contract Spraying	8530-4706	\$ 23,000.00
Travel/Training/Conference	8530-4801	\$ 300.00
Uniforms	8530-5202	\$ 500.00
Telephone/Pagers/Other	8530-6204	\$ 400.00
Advertising	8530-7101	\$ 1,000.00
Equipment Repairs/Maintenance	8530-7302	\$ 1,000.00
Safety Equipment	8530-7303	\$ 400.00
Vehicle Maintenance	8530-7304	\$ 1,000.00
Sundry	8530-8501	\$ 200.00
Rent (11 of 15)	8530-8551	\$ 5,000.00
Equipment Expense to Fund 10	8530-8800	\$ 1,000.00
Reimbursement to Fund 10	8530-8900	\$ 4,000.00
Subtotal		\$ 80,476.00
<u>Capital Improvements</u>		
Fogging Pickup	8590-9123	\$ 13,000.00
Equipment	8590-9124	\$ 5,000.00
Drainage	8590-9125	\$ 15,000.00
Tractor Mower	8590-9126	\$ 35,000.00
Subtotal		\$ 68,000.00
Total Fund 40		\$ 201,759.00
Fund 70 - Trolley		
<u>Salaries</u>		
Salaries	3010-0100	\$ 33,000.00
Subtotal		\$ 33,000.00
<u>Benefits</u>		
Social Security	3020-2001	\$ 2,500.00

Subtotal		\$ 2,500.00
<u>Expenses</u>		
Insurance & Bonding	3030-3401	\$ 3,000.00
Signs/Printing/Advertising	3030-4402	\$ 5,000.00
Fuel	3030-4701	\$ 7,000.00
Equipment Repairs/Maintenance	3030-7302	\$ 7,000.00
Other Expenses	3030-8501	\$ 6,000.00
Rent	3030-8505	\$ 12,000.00
Subtotal		\$ 40,000.00
<u>Capital Improvements</u>		
Capital Expenditures	3090-9100	\$ 15,000.00
Subtotal		\$ 15,000.00
Total Fund 70		\$ 90,500.00
Fund 80 - Water		
<u>Salaries</u>		
Salaries	6210-1001	\$ 191,102.00
Overtime	6210-1003	\$ 3,000.00
Pump Duty	6210-1004	\$ 9,750.00
Subtotal		\$ 203,852.00
<u>Benefits</u>		
Social Security	6220-2001	\$ 15,596.00
Hospitalization	6220-2101	\$ 27,425.00
Retirement	6220-2201	\$ 12,704.00
Life Insurance	6220-2202	\$ 935.00
Subtotal		\$ 56,660.00
<u>Expenses</u>		
Bank Charges	6230-3100	\$ 6,700.00
Office Supplies/Equipment Maintenance	6230-4401	\$ 3,500.00
Postage	6230-4403	\$ 2,650.00
Gasoline & Diesel	6230-4701	\$ 2,350.00
Tools	6230-4704	\$ 500.00

Chemicals	6230-4705	\$ 6,300.00
Travel & Training	6230-4801	\$ 2,000.00
Uniforms	6230-5202	\$ 1,200.00
Dues/Licenses	6230-6101	\$ 800.00
Building Maintenance/Rehab	6230-7301	\$ 3,000.00
Equipment Repairs	6230-7302	\$ 750.00
Safety	6230-7303	\$ 500.00
Vehicle Maintenance	6230-7304	\$ 500.00
Raw Water Purchase (NASA)	6230-7400	\$ 1,000.00
Electricity	6230-7401	\$ 46,000.00
LP Gas	6230-7402	\$ 300.00
Distribution & Repairs	6230-8101	\$ 20,000.00
Supply Repairs	6230-8103	\$ 15,000.00
Pager/Well Monitoring	6230-8202	\$ 500.00
Miss Utility	6230-8204	\$ 700.00
Sundry	6230-8501	\$ 200.00
Reimbursement to Fund 10	6230-8601	\$ 123,720.00
Regulation Compliance	6230-8750	\$ 1,500.00
State Groundwater Permits	6230-8770	\$ 6,050.00
Equipment Expense to Fund 10	6230-8800	\$ 3,500.00
Subtotal		\$ 249,220.00
<u>Capital Improvements</u>		
Water Main Extensions	6290-9101	\$ 30,000.00
Aquifer Test Plan	6290-9201	\$ 8,000.00
Water Bond - Supply Line Main Street	6290-9505	\$ 123,871.00
Water Bonds	6290-9506	\$ 242,000.00
Generator for Water Wells	6290-9601	\$ 20,000.00
Church Street Water Line Replacement	6290-9602	\$ 60,000.00
Subtotal		\$ 483,871.00
Total Fund 80		\$ 993,603.00
TOTAL ALL FUNDS		\$6,006,193.00

The following tax rates were approved for the current tax year within this budget:

Real Estate Tax Levy	\$0.10 per \$100 of assessed valuation
Mosquito Control Levy	\$0.03 per \$100 of assessed valuation
Tangible Property	\$0.85 per \$100 of assessed valuation
Excise Tax (Meals)	4%

Excise Tax (Transient Occupancy)	2%
Personal Property Tax Relief	61%
Motor Vehicle Decal Fee	\$27

FISCAL YEAR 2008
Curtis Merritt Harbor Rate Schedule

25 ft Slip	\$369.00
30 ft Slip	\$417.00
40 ft Slip	\$628.00
50 ft Slip	\$914.00
Slip at head of Collector Pier	\$1004.00

Loading Dock fees are \$7.30 per day after 4 hours. 30 days \$219.00

Sublease rate for Commercial Vessels: \$3.65 per day or any portion of a day. 30 days. \$109.50

Sublease rate for recreational vessels: \$5.20 per day or any portion of a day. 30 days \$156.00

Nets or other items left on dockside for storage over 3 days will be \$10.40 per day.

Boat repair area for Harbor Lessee is \$10.40 per day after 7 days per season haul out.

For Non Harbor Lessee there will be \$10.40 a day charge after the first 8 hours.

Fees or Penalties for leaving the work area not cleaned: \$50.00 one time penalty per haul out. If payment is not received all Harbor and Town Property privileges will be prohibited.

GENERAL GOVERNMENT

Building and Zoning Permit Fees

Category	FY 08
Res. New Construction: per sq ft	\$0.18
Res. New Const.: minimum fee	\$80.00
Res. Remodeling & Alterations: per sq ft	\$0.13
Res. Remodeling & Alterations: minimum fee	\$60.00
Comm. New Construction: per sq ft	\$0.23
[plus \$5 per plumbing fixture (Chinco)]	
Comm. New Constr.: minimum fee	\$110.00
Comm. Remodeling & Alterations: per sq ft	\$0.18
Comm. Remodeling & Alterations: minimum fee	\$90.00
Mobile Homes: per sq ft	\$0.18
Demolition of Structure: Residential	\$30.00
Demolition of Structure: Commercial	\$30.00
Removal/Installation fuel tanks:	
1000-3000 gallon capacity	\$115.00
Each additional 1000 gallon capacity	\$25.00
Installation of radio or communication tower:	
Up to 100 feet	\$115.00
Each additional 100 feet	\$45.00
Docks, Piers, Bulkheads:	
Up to 300 linear feet	\$90.00
Each additional 100 linear feet	\$11.00
Boat ramps & groins	\$115.00

Swimming Pools:	
Above-ground	\$60.00
In-ground	\$80.00
Commercial	\$80.00
Re-roofing (adding 1 layer to existing)	\$45.00
Re-siding	\$45.00
Moved Buildings	\$80.00
For other work not listed:	
Residential	\$60.00
Commercial	\$90.00
Certificate of Occupancy (except when issued in conjunction w/a building permit):	n/a
No inspection required	\$30.00
Inspection required:	
Per sq ft	\$0.13
Minimum fee	\$60.00
Appeals to the Board of Appeals	\$450.00
Administrative Fees:	
Lost permit (reissue)	\$30.00
Permit amendment (reissue)	\$30.00
Change of use	\$50.00
Permit 6-month extension (2 ext. maximum)	\$30.00
For beginning constr. prior to obtaining BP:	
First offense	\$50.00
Each offense thereafter	\$200.00
Re-inspection fee	\$40.00
State Code Academy Surcharge	\$0.02
Refunds: (% of amount paid)	
Permit issued, no inspections	\$0.75
Foundation inspection completed	\$0.75
Framing & foundation inspection completed	\$0.25

Building and Zoning Permit Fees

Subdivision Review Fees (per each submitted plat):

Up to 10 lots:	
Base fee	\$200.00
Each lot (in addition to base fee)	\$10.00
Over 10 lots or required new road construction:	
Base fee	\$500.00
Each lot (in addition to base fee)	\$20.00

Zoning Fees:

Zoning clearance (excludes re-roofing permits, renovation permits or permits issued in incorporated towns)	\$35.00
Special use permit	\$450.00
Conditional use permit	\$1,500.00
Variance application	\$450.00
Special use permit & variance application processed & presented at same time	\$540.00

Appeal decision of Zoning Administrator	\$250.00
Proposed rezoning change	\$730.00
Amendment to the zoning ordinance	\$330.00
Vacating any subdivision plat or any part thereof	\$250.00
Certification of zoning compliance (includes home occupation)	\$30.00
Site evaluation (set-back verification or subdivision)	\$100.00
Administrative waiver or modification of the C.B.	\$100.00
Preservation District Requirement	
Travel Trailer Park Fees:	
Up to 25 trailers	\$500.00
26-49 trailers	\$1,000.00
50 or more trailers	\$2,000.00
Base fee	
Each lot if over 4 lots (plus base fee)	
Sign Permit Fees:	
Less than or equal to 40 square feet	\$45.00
Each sq ft in excess of 40 sq ft	\$1.00
Mobile Home Park Fees:	
4-25 mobile homes	\$1,000.00
26-40 mobile homes	\$2,000.00
41 or more mobile homes	\$5,000.00
Base fee	
Each lot if over 4 lots (plus base fee)	
Transcript Fees (per page)	\$12.00
Document Fees:	
Comprehensive Plan	\$20.00
Zoning Ordinance	n/a
Subdivision Ordinance	n/a
Complete ordinances, incl. zoning & subdivision	\$35.00
Excerpts from Ordinances & Other Town Documents:	
per page	\$0.50
Maps 36" x 44"	\$55.00
Contractors List (Class A & B)	\$0.00
New Address Fee	\$25.00
New Road Fee (at cost per MSAG)	cost
Elevators/Escalators/Lifts	\$60.00
Mobile Offices/Pre-manufactured Units	\$60.00
Tent/Air Support Structures (over 900 sq ft)	\$80.00
Carport or Garage: per sq ft	\$0.18
<u>Building and Zoning Permit Fees</u>	
Accessory building/structure (<150 sq ft)	\$45.00
Deck: per sq ft	\$0.18
Fence (> 8 linear ft. Total)	\$45.00
Fireplace	\$0.00
Foundation	\$60.00
<u>General Government Taxes and Fees</u>	
Real estate Tax (\$.10/100)	\$0.10

Mosquito Tax (\$.03/100)	\$0.03
Tangible Property Tax (\$/100)	\$0.85
Tangible Property Tax Relief (percent)	61%
Excise Tax; Meals (percent)	4%
Excise Tax; Transient Occupancy Tax (percent)	3%
Vehicle Decals (annual)	\$27.00
Road Subdivision Review Fee	\$250.00
Side Walk Administrative Fee (Percent)	25%
Solid Waste Collection Fee (Residential per week)	\$1.00
Solid Waste Collection Fee (Commercial/Business per week)	\$1.00

WATER RATES, CHARGES AND BILLING FOR FY 08

A minimum rate applies to all accounts after the minimum allowed usage and an additional dollar amount is applied per 1000 gallons. The following table applies to 5/8 and 3/4 residential, commercial and other size water meter connections, subject to a review by council for a 3% increase each year.

Meter Size (inches)	Minimum Bill (Quarter)	Allowed Usage (gallons)	Per 1,000 gallons Over Allowance
5/8 & 3/4	\$21 residential	6,000	\$3.65
	\$36 commercial	6,000	\$3.98
1	\$91	15,000	\$3.98
1.5	\$181	30,000	\$3.98
2	\$289	48,000	\$3.98
3	\$577	96,000	\$3.98
4*	\$902	150,000	\$3.98
6	\$1803	300,000	\$3.98
8	\$2884.00	480,000	\$3.98

*One meter currently in the system is to be charged \$5.09 per 1000 gallons over the allowed usage.

Connection Fees

New connections to the water system shall be charged at the rate below plus all additional related costs incurred by the town:

\$567 for a 5/8" or 3/4" Meter connecting pipe

\$1,030.00 for a 1" connecting pipe

\$1,391 for a 2" connecting pipe

Availability Fee Schedule

Meter Size (inches)	Availability Fee
5/8 & 3/4	\$3,708
1	\$9,270
1.5	\$18,540
2	\$29,664

3	\$59,328
4	\$92,700
6	\$185,400
8	\$296,640

Condominiums are charged an availability fee of \$3,708 per living unit but supplied by a master meter with the minimum billing based on the size of the meter.

Billing and other charges

- No service shall be reconnected without payment of all delinquent charges plus a reconnecting charge of \$50.00.
- Any person having service disconnected by the Town shall be charged a fee of \$50.00.
- A change of ownership fee of \$50.00
- A twenty-five percent administrative fee will be applied to all Water main extensions, by the Town

Water bill adjustments

If, after checking or testing the meter, the reading is found to be correct, the account will be charged \$50.00. If the meter or reading is found to be faulty or incorrect, the water bill will be adjusted accordingly.

3. Resolution – LEO Program.

Councilman Howard motioned, seconded by Councilwoman Richardson, to adopt the following resolution on the Law Enforcement Officers Program. The motion was unanimously approved.

RESOLUTION
Town of Chincoteague - Law Enforcement Officers
Already in VRS

Be it hereby resolved that the Town of Chincoteague, Virginia, a political subdivision currently participating in the Virginia Retirement System under Title 51.1, Chapter 1, Article 5 of the Code of Virginia, as amended, acting by and through its Town Council, does hereby elect to have such employees of the Town who are employed in positions as full time salaried Law Enforcement Officers and whose tenure is not restricted as to temporary or provisional appointment, to become eligible, effective July 1, 2007, to be provided benefits in the Virginia Retirement System equivalent to those provided for State police officers of the Department of State Police, as set out in Section 51.1-138 of the Code of Virginia, in lieu of the benefits that would otherwise be provided as such code has been or may be amended from time to time, and the Town agrees to pay the employer cost for providing such employees such benefits.

Be it further resolved that Robert G. Ritter, Jr., Town Manager, and Karen Hipple, be and they are hereby authorized and directed in the name of the Town to execute any required contract in order that the above described employees of the Town may become entitled to retirement benefits equivalent to those provided for State police officers of the Department of State Police. In execution of any contract which may be required the seal of the Town shall be affixed and attested by the Town Manager and, said officers of the Town are hereby authorized and directed to do any other thing, or things, incident and necessary in the lawful conclusion of this matter. The Treasurer of the Town be and is hereby authorized and directed and pay over to the Treasurer of Virginia from time to time such sums as are to be paid by the Town and its employees for this purpose.

CERTIFICATE

I, Robert G. Ritter Jr., Town Manager of the Town of Chincoteague, Virginia, certify that the foregoing is a true and correct copy of the resolution passed at a lawfully organized meeting of the Town Council held in the Council Chambers, 6150 Community Drive, Chincoteague Island, Virginia, at 7:30 o'clock p.m. on June 21, 2007. Given under my hand and seal of the Town of Chincoteague this 21st day of June, 2007.

Robert G. Ritter Jr., Town Manager

John H. Tarr, Mayor

4. Department of Motor Vehicle (Select) Contract Renewal.

Town Manager Ritter explained that a letter was sent to the DMV Commissioner requesting a change in the local DMV office hours and an increase in the percentage of compensation. He further explained the burden of work on the staff with the recent increase in daily DMV transactions, as well as the additional fees for required equipment purchases that would have to be absorbed by the Town should the Town renew the DMV contract for FY '08. Town Manager Ritter stated that he recently received a response letter denying the Town's requests.

Councilwoman Conklin motioned, seconded by Vice Mayor Speidel, to not renew the DMV contract for fiscal year 2008 and to discontinue service for the local DMV Select office effective June 30, 2007. The motion was unanimously approved.

5. Mayor and Council Announcements or Comments.

- Councilwoman Richardson announced that the Planning Commission will meet on June 26 at 7:00 pm.
- Mayor Tarr announced that there will be a joint Council and Planning Commission Workshop with Redman/Johnston on June 28 at 7:30 pm.
- Councilman Ross commented that there are 30" drops off of the bike path along Deep Hole Road and asked that the matter be placed on the next Public Works Committee meeting for consideration. Councilman Wolffe responded that the situation can be resolved by Public Works Director Cosby and staff prior to discussing it at a committee meeting.
- Councilman Howard reiterated that the 18 ½" flounder regulations have made a major impact on the local economy. Mayor Tarr responded that the Town has already begun to discuss next year's flounder regulation options. Councilman Howard also mentioned that there used to be a memorial in front of the old police station that honored officers wounded in the line of duty. He asked if the memorial could be found and put back up where it could easily be seen.

6. Closed Meeting in Accordance with Section 2.2-3711(A)(3) of the Code of Virginia for Discussion of Possible Land Acquisition.

Councilwoman Conklin motioned, seconded by Councilman Wolffe, to convene a closed meeting under Section 2.2-3711(A)(3) of the Code of Virginia to discuss possible land acquisition. The motion was unanimously approved.

Councilman Wolffe motioned, seconded by Councilwoman Richardson, to reconvene in regular session. The motion was unanimously approved.

Councilman Howard motioned, seconded by Councilwoman Richardson, to adopt a resolution of certification of the closed meeting.

WHEREAS, the Chincoteague Town Council has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711(A)(1) of the Code of Virginia requires a certification by this Town Council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Chincoteague Town Council hereby certifies that to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Town Council.

VOTE: Ayes- Conklin, Howard, Richardson, Ross, Speidel, Wolffe
Nays- None
Absent- None

Adjournment of Meeting

Mayor Tarr announced that the next meeting will be on July 2, 2007 at 7:30 pm. Councilman Howard motioned, seconded by Councilwoman Richardson, to adjourn the meeting. The motion was unanimously approved.

Mayor

Town Manager

MINUTES OF THE JUNE 13, 2007
HARBOR COMMITTEE

Members Present

Terry Howard, Chairman

David Ross, Councilman

Mike Handforth

Wayne Merritt, Harbor Master

Others Staff Present

Robert Ritter, Town Manager

Members Absent

Ernie Bowden

Call to Order.

Chairman Howard called the meeting to order at 7:34 pm.

Agenda Adoption.

Councilman Ross moved, seconded by Mr. Handforth, to adopt the agenda. The motion was unanimously approved.

1. Harbor Master Update (Wayne Merritt).

Mr. Merritt reported that subleasing has decreased. The largest complaint is due to the minimum size regulation of fish. Councilman Howard stated that Council thought the fishing regulations may have a big effect on the Island's economy which seems to be what is happening. Mr. Merritt mentioned that the regulations for flounder are 14 ½ inches in North Carolina and 15 ½ inches in Maryland.

Mr. Merritt reported that the Coast Guard will be dredging out their facilities (basin) on August 15 and that the Town has agreed to allow the Coast guard to dump the spoils at the spoil site at the Harbor. The Army Corps of Engineers has been dressing up the spoil site for the project to get the berm up to standards. He added that the Harbor will not be dredged this year.

Mr. Merritt expressed concerns with the floating dock because one side of the dock is for handicapped people and the other side is for loading and unloading. He explained that boats with non-handicapped passengers are tying up to the handicapped side of the floating dock. Mr. Merritt added that there are more elderly citizens that need the floating dock to board the boats. He requested that the Committee consider installing another floating dock to be used strictly for loading and unloading people and to keep the existing floating dock strictly for handicapped patrons. The Committee agreed to research the matter and report on the information at the next meeting.

2. Restroom Update.

Mr. Merritt stated that the Harbor restrooms and the Town showers have been advertised and bid out twice and that the closing date for the second bid is June 19.

3. Committee Member Comments.

Councilman Ross wanted to know how to obtain a slip when one comes available. Mr. Merritt explained the two categories and explained how they are stated in the ordinance. Chairman Howard read the new policy that was adopted.

Adjournment.

Chairman Howard announced that the next meeting will be on August 8, 2007 at 7:30 pm. Mr. Handforth moved, seconded by Councilman Ross, to adjourn the meeting at 8:15 pm. The motion was unanimously approved.

Public Works Committee Meeting
June 18, 2007
MINUTES

Chairman Wolffe called the meeting to order at 5:38 pm.

Present: Hon. Glenn Wolffe, Chairman
 Hon. John Tarr
 Hon. Terry Howard

 Mr. Michael Cosby
 Mr. Robert Ritter
 Mr. Ray Rosenberger

Public Participation - None.

Mr. Tarr motioned to adopt the agenda as presented. This motion was seconded by Mr. Wolffe and was approved unanimously.

1. May 2007 report. Mr. Cosby answered questions regarding the upcoming mosquito aerial spray and the recent aquifer test. The spraying will be completed on the first possible morning and the aquifer test will need to be re-done in the winter.
2. Roads, drainage and sidewalk projects. Mr. Cosby reported that the paving project in Mumford Street is now complete and that the Taylor Street project is scheduled for this week. The committee also discussed the road and water line plans for Hallie Whealton Smith. There are no developed plans at this point but Mr. Cosby agreed to work on this situation in the Fall.
3. Deer depopulation program summary. The deer depopulation report for this year was discussed and overall the committee was pleased with the program but wanted the preparations to start on time next year. Mr. Cosby suggested that we consider reducing the locations for next year.
4. Solid Waste Center operations. The operating procedures for the Solid Waste Center were reviewed due to the changes brought on by the compactor. Changes to the hours of operation were the committee requested that Mr. Cosby research possible problems involved if the hours were extended to 6 p.m.
5. Captain's Cove groundwater permit application. Mr. Cosby asked if any committee members had any questions regarding the Captain's Cove permit application. Mr. Tarr stated that we should investigate their required aquifer test. Mr. Cosby agreed to obtain a copy of this test.
6. Committee Member Comments – Mr. Wolffe stated that we could cancel next month's meeting if there were no important items on the agenda.

Mr. Wolffe moved to adjourn the meeting at 6:27 pm. Mr. Tarr seconded and the motion was unanimously approved.

The next meeting is scheduled for Tuesday, August 14, 2007 at 5:30 pm.

MEMORANDUM

THE TOWN OF CHINCOTEAGUE

TO: Mayor & Council

FROM: Robert G. Ritter Jr., Town Manager

DATE: June 27, 2007

SUBJECT: Donation Request from the Youth Football League

Recently, Mayor and Council received a donation request from the North Accomack Soccer League at the last council meeting's public forum. The last donation request the Town made was for \$250.00 to North Accomack Soccer League. Mayor Tarr asked that staff review the request for a possible recommendation to Council. The staff has reviewed the request and is recommending to Mayor & Council a donation of \$250.00.

The donation line item in the Fiscal Year '08 budget has available money for this donation.

If the Mayor & Council so desires, a motion could possibly read as:

"Move to donate \$250.00 to the Youth Football League."

MEMORANDUM

THE TOWN OF CHINCOTEAGUE

TO: Mayor & Council

FROM: Robert G. Ritter Jr., Town Manager

DATE: June 27, 2007

SUBJECT: Transient Occupancy Increase Implementation

Staff sent out notification letters to the various rental agencies, bed and breakfast, and hotels on the one percent increase on the transient occupancy tax effective July 1, 2007. We have received several concerns that the various groups have had and they are:

- The customers who have already prepaid for their reservations for a certain time period in the month of July.
- Written quotations that have been sent to customer.

We have not received any concerns on the one percent increase, but just on the timing of notification at the busiest time of the year.

A. Staff has reviewed the impact on the Town budget and if we were to give a month grace period for the one percent tax, the total impact would be around 49 to 50 thousand dollars for the month of July.

B. Second suggestions would be to have the various establishment groups show documentation to the Town that the reservation for the customer was prepaid in order to receive a rebate on the one percent. The only problems with this scenario would be that, we would not have any idea of the impact on the budget and it would be financially an extremely tedious and cumbersome task for staff to review all documentation for a rebate.

C. Third suggestion would be to submit 2 reports and remittances for the month of July, due by August 20, 2007:

- 1st Report gross receipts for customers who have **PREPAID** the 2% tax for their reservations in July (only) and remit the 2% tax on one form.
- 2nd Report gross receipts for customers who have **NOT** prepaid the 2% tax, but are being charged the new tax rate of 3%, for the month of July (only) and remit the 3% tax on the other form.

ALL establishments collecting transient occupancy tax **MUST** collect 3% transient occupancy tax for the Town for the month of August and are required to report and remit the 3% tax to the Town by September 20, 2007. The only problems with this scenario would be that, we would not have any idea of the impact on the budget, but financially it

may not be as tedious and cumbersome of a task for staff to review because it would require the honor system from the above various establishment groups.

D. The recommendation from staff, understanding the hardship for either the various groups and/or the Town, would be to take no action toward the situation. We have advertised in a general circulation paper two times in May on the Budget (which had the 1 % increase published) and advertised two times in the June paper for a public hearing on the Transient Occupancy Tax and there was one article in the Beacon too. No one showed up for the public hearing to voice these concerns at the June 21, 2007, regular council meeting.

A suggested motion would be to make it on one of the above three scenarios or if staffs recommendation is appropriate, no action needs to be taken.